

INFORMATION
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**AGENDA ITEM:** Update on Library of California Board Objectives

**BACKGROUND:**

At the February 2001 meeting, Board members developed an updated strategic plan for the Library of California, consisting of a mission statement, a vision statement, and four long-term goals, along with a set of six-month objectives to address the goals (Exhibit A).

Board and staff members are currently addressing the new set of objectives, defined at the February planning session. Reports on the first month's progress were due to the committee chair and staff liaison on April 6, 2001. A summary of all input received by that date is included as Exhibit B. If needed, an updated version of this summary will be provided at this meeting. The committee will provide an oral report on the progress on each objective at the April meeting.

The next progress report forms will be distributed shortly after the April Board meeting to allow Board members and staff to indicate progress made in April.

Relevant Committee: ad hoc Strategic Planning Committee  
Staff Liaison: Liz Gibson

# **LIBRARY OF CALIFORNIA BOARD STRATEGIC PLAN 2000/2003**

## **MISSION STATEMENT**

**The Library of California Board builds and supports the sharing of resources  
among all libraries for all Californians.**

**(adopted June 2000)**

## **VISION STATEMENT**

**The Library of California Board will be the nationally recognized leader  
of a dynamic statewide system of quality library services.**

**(adopted August 2000)**

## **THREE YEAR GOALS**

**(2000 - 2003 ❖ not in priority order)**

- Achieve full implementation and funding of the Library of California Act  
and complete the transition from CLSA.**
- Promote public awareness and support of the Library of California**
- Implement regional and statewide programs and services**
- Establish an effective Board**

**(adopted August 2000)**

The Board has scheduled a followup planning session for its February 2001 meeting, at which time progress will be assessed and future directions charted.

## **SIX MONTH STRATEGIC OBJECTIVES**

(developed in Board strategic planning session Aug. 17, 2000;  
to be considered by full Board at November 2000 meeting)

### **TO IMPLEMENT THREE YEAR GOAL: **ACHIEVE FULL IMPLEMENTATION AND FUNDING OF THE LIBRARY OF CALIFORNIA ACT** **AND COMPLETE THE TRANSITION FROM CLSA****

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#### **SIX MONTH STRATEGIC OBJECTIVES:**

1. At the November 10, 2000 Board meeting, the Legislative Committee (Susan Steinhauser – chair), with input from the Board and Bureau Chief Mark Parker, will present to the Board for consideration an education strategy for legislators, with supporting materials, to be used by Board members in legislative districts.
2. At the November 10, 2000 Board meeting, the Board, upon recommendation of the Library of California Support Services Committee (John Kallenberg- chair) will decide upon a compensation model for the Regional Library Networks.
3. At the February 2001 Board meeting, the LoC Support Services (John Kallenberg – chair) and LoC Access Services (Victoria Fong – chair) committees will recommend to the Board for its consideration a compensation model for all programs included in the proposed funding for 2001-2002.
4. By February 28, 2001, each Board member will make at least one legislative contact, coordinated by the Legislative Committee, using the Library of California educational strategy.

### **TO IMPLEMENT THREE YEAR GOAL: **PROMOTE PUBLIC AWARENESS AND SUPPORT OF THE LIBRARY OF CALIFORNIA****

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#### **SIX MONTH STRATEGIC OBJECTIVES:**

1. By the November 10, 2000 Board meeting, Robert Daseler as lead and with Al Bennett, working with regional leaders, will send to statewide news services stories about LoC services which benefit patrons of the library.
2. By the February 2001 Board meeting, Jane Lowenthal and Bureau Chief Mark Parker will propose to the Board a process (including consideration of certificates of appreciation) for recognizing organizations and individuals for their achievements.
3. At the February 2001 Board meeting, Jane Lowenthal will explore the pros and cons and report to the Board on the creation of a Friends of the Library of California.

4. By the February 28, 2001, Jane Lowenthal, working with a region, will create an event/program which publicizes the LoC.

## **TO IMPLEMENT THREE YEAR GOAL: IMPLEMENT REGIONAL AND STATEWIDE PROGRAMS AND SERVICES**

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### **SIX MONTH STRATEGIC OBJECTIVES:**

1. By November 10, 2000, the Board will establish policies to implement programs and services through the end of the 2000-2001 fiscal year.
2. At the November 10, 2000 Board meeting, the Board will allocate 2000-2001 funds for expenditure to implement programs and services.
3. By February 28, 2001, the Board, upon recommendation of the LoC Support Services Committee (John Kallenberg – chair) will establish operating Regional Library Networks.

## **TO IMPLEMENT THREE YEAR GOAL: ESTABLISH AN EFFECTIVE BOARD**

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### **SIX MONTH STRATEGIC OBJECTIVES:**

1. By September 30, 2000, each Board member will give to the Board President recommendations, based on qualifications in the LoC Act, for appointments to the Board.
2. By October 15, 2000, the Board President will meet with the appointing authorities or their representatives to encourage the prompt appointment of members to fill Board vacancies.
3. By the November 2000 Board meeting, each Board member will identify what training will be needed/helpful to become a more effective Board member and be prepared to discuss his/her needs at the meeting.
4. By the November 2000 Board meeting, the LoC Director will identify funds available for Board training.
5. At the November 2000 Board meeting, each committee chair will conduct a discussion with his/her committee on ways to improve communication at and between meetings, and between Board members and staff, and each chair will report the results at the Board meeting.
6. By December 15, 2000, the Board President will appoint, if needed, a working group of Board and staff to develop recommendations based on information from the committee/Board discussions for improved communications.
7. By December 15, 2000, each Board member will provide to the Board President and Vice President written comments on Board Committee structure.
8. By January 15, 2001, the Board President will appoint committee members to meet at the February 2001 Board meeting.
9. By the February 2001 Board meeting, the LoC Director will develop a training plan and

present it to the Board for discussion.

## MONITORING GOALS AND OBJECTIVES

EXHIBIT B

GOAL A: *Achieve full implementation and funding of the Library of California Act and complete the transition from CLSA*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REV	
1.Apr. 2000 Board Meeting	Each Board Member	<b>will distribute educational packets to at least three legislators and will participate in CLA Legislative Day activities.</b>		vf;jk;ss; jd		jk: completed three visits to local Offices of Assemblymember Briggs and Reyes and Senator Poochigian. Meeting with local staff completed on 4/4/01. Attending Leg day 4/24/01; ss: registration in for Leg. Day. Preliminary meetings w/ Pauley, Liu. mip: Hope to do it! Now looks as though I might not be in Sacramento on Legi Day. Will try!
2.June 2001 Board Meeting	Legislative Committee-through Chair	<b>will determine the appropriate role of staff, subject to legal and staff resource limitations, in developing legislative strategy and advocacy to the legislature, Governor's office, etc.</b>		ss		ss: On 4/25/01 Leg. Committee agenda.
3.June 2001 Board Meeting	Legislative Committee-through Chair	<b>Will present a strategy to build support for LoC funding among relevant constituencies.</b>		ss		ss: On 4/25/01 Leg. Committee agenda.

4. August 2001 Board Meeting	Staff & the Access & Support Serv. Committees	<b>will develop plans for the transition of CLSA programs into LoC programs.</b>		vf;jk;dp; ta		jk: Items placed on Supt Serv Committee agenda for April Meeting. mip: Yes indeed! dp: Support Services Committee set to discuss transition issues related to its program areas at April mtg. ta: Access Services Committee will discuss at April mtg.

## MONITORING GOALS AND OBJECTIVES

### GOAL B: *Promote public awareness and support of the Library of California*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REV	
1. Ongoing after March 2001	LoC Director	<b>Will make Board members aware of upcoming events that promote the LoC Board's responsibilities.</b>		dp		dp: Regional meeting information provided with board actions in packet distributed following board meeting.
2. April 2001 Board Meeting	The Board President	<b>will establish an ad hoc Public Awareness Committee of two Board members and a staff liaison to work with the new CSL Information Officer.</b>	jd;dp			dp: Chair Jane Lowenthal; Members Gaines, Purucker, Tuttle; staff liaison Gibson
3. June 2001 Board Meeting	Ad hoc Public Awareness Committee – through Chair & w/ staff liaison	<b>will identify and present at least two LoC services that need to be promoted and ways of promoting them.</b>		mip;lg		mip: Hope to accomplish. lg: requested 2 program ideas from liaisons by Apr. 30, 2001.
4. August 2001 Board Meeting	Ad hoc Public Awareness Committee – through Chair & w/ CSL Info. Officer	<b>will ensure that LoC Board business cards will include the LoC mission statement (on the back of card).</b>		mip;lg		mip: Again, yes indeed. Contacted Wanda to get this going. lg: cost estimate for addition of mission statement submitted by Wanda G. Hope to have info by April board meeting.



## MONITORING GOALS AND OBJECTIVES

### GOAL C: ***Implement regional and statewide programs and services***

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARG.	REVISED	
1. April 2001 Board Meeting	Electronic Resources Consultant	<b>will propose to the Support Services Committee a statewide cooperative licensing service, including cost analysis, for immediate implementation and continuation for FY 2001-2002.</b>		ib		ib: have a "consider" item for the Support Services Committee for the April Board meeting on this topic.
2. June 2001 Board Meeting	Staff and Support Services Committee – through Chair	<b>will review Regional Plans of Service and recommend funding for FY 2001-2002 to Regional Library Networks to partially implement (or continue partial implementation) of the seven designated areas of the Act.</b>		jk; dp		jk: Discussion on agenda for committee at April meeting. dp: Draft plans of service submitted by April 1 deadline from all regions; on Support Services agenda for discussion at April Board meeting.
3. June 2001 Board Meeting	Electronic Resources Consultant	<b>will report to the Support Services Committee recommendations for the components of regional and statewide telecommunications with identified funding for 2001-2002.</b>		ib		ib: Based on reports from the telcom grants, a meeting of telecom infrastructure participants and consultants to be held here on May 15th as well as budget information (forthcoming, I hope) we will address this issue as requested.
4. June 2001 Board Meeting	LDS Bureau Chief	<b>will report to appropriate Board committees preliminary recommendations for BCPs for FY 2002-2003 to continue implementation of the identified LoC programs and services.</b>		mp		

5.August 2001 Board Meeting	CLSA Program Coordinator	<b>will provide to the Access Services Committee the results of the Direct Loan Handling Cost Study and recommend a process and timeline for implementing a statewide direct loan pilot program.</b>		ta		
6.August 2001 Board Meeting	Staff	<b>will provide to the Access Services Committee an initial draft of regulations on interlibrary loan and recommend a process and timeline for field review.</b>		ta		
7.August 2001 Board Meeting	CLSA Program Coordinator	<b>will report to the Access Services Committee on the completed the Interlibrary Loan Handling Cost Study, provide analysis of its outcomes and make recommendations for possible Board action.</b>		ta		
8. August 2001 Board Meeting	LoC Director	<b>Working with the Resource Libraries Group, will report to the Access Services Committee on a proposed Resource Library Program and make recommendations for possible pilot projects with identified funding.</b>		dp		

## MONITORING GOALS AND OBJECTIVES

**GOAL D: Establish an effective Board**

WHEN	WHO		STATUS			COMMENTS
			DONE	ON TARGET	REV	
1. March 1, 2001	The Board President	<b>will talk with Board members who have been unable to attend meetings to determine if they want to continue as a Board member.</b>	jd			jd: communicated in writing.
2. April 1, 2001	The Board President and CEO	<b>will encourage the Governor to fill the Board vacancies for the April Board meeting.</b>	jd			
3. April 2001 Board Meeting	Each Committee Chair & Staff Liaison	<b>Will develop a draft mission/purpose statement for his/her committee.</b>		jk;ss;mp; dp;lg;ta		jk: On agenda for Committee meeting at April meeting. ss: working on this w/ Mark Parker. 4/25 committee meeting. ta: Draft completed and sent to Committee members; will discuss at 4/25 Committee meeting. dp: On the agenda for Support Services Committee at April Board meeting
4. June 2001 Board Meeting	LoC Director	<b>will develop a proposed Board Training Plan (including funding for the training) for 2001-2002 to address needs identified in the November 2000 survey.</b>		dp		
5. June 2001 Board Meeting	The Board President, Vice President, and Ass't Bureau Chief	<b>will review the existing planning process and make recommendations to the Board on future planning processes.</b>		jd;vf;lg		vf: review after Apr. meeting.

## MONITORING GOALS AND OBJECTIVES

**GOAL: THREE YEAR GOAL (from Aug. 2000-Feb. 2001 plan):** ACHIEVE FULL IMPLEMENTATION AND FUNDING OF THE LIBRARY OF CALIFORNIA ACT AND COMPLETE THE TRANSITION FROM CLSA

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## MONITORING GOALS AND OBJECTIVES

**GOAL: THREE YEAR GOAL (from Aug. 2000-Feb. 2001 plan): PROMOTE PUBLIC AWARENESS AND SUPPORT OF THE LIBRARY OF CALIFORNIA**

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REV	
2. February 2001 (date revised to April Board Meeting)	Board Member Lowenthal and LDS Bureau Chief	will propose to the Board a process (including consideration of certificates of appreciation) for recognizing organizations and individuals for their achievements.		mp		
3. February 2001 (date revised to April Board Meeting)	Board Member Lowenthal	will explore the pros and cons and report to the Board on the creation of a Friends of the Library of California.				
4. February 28, 2001 (date revised to April Board Meeting)	Board Member Lowenthal	Working with a region, will create an event/program which publicizes the LoC.				